



**SENIOR CITIZENS ADVISORY BOARD
AGENDA**

Tuesday, April 17, 2018 • 9:00 a.m. San Bruno Senior Center 1555 Crystal Springs Road, San Bruno

WELCOME TO OUR ADVISORY BOARD MEETING: If you wish to speak on an item under discussion by the Board and appearing on the agenda, you may do so upon receiving recognition from the Board Chair. If you wish to speak on a matter not appearing on the agenda, you may do so during PUBLIC COMMENT. In compliance with the American Disabilities Act, individuals requiring accommodation for this meeting should notify us 48 hours prior to the meeting (616-7150).

- 1. CALL TO ORDER/ROLL CALL:**
- 2. PLEDGE OF ALLEGIANCE:**
- 3. REVIEW OF AGENDA:**
- 4. APPROVAL OF MINUTES:** March 20, 2018
- 5. CONSENT CALENDAR:**
- 6. PUBLIC COMMENTS ON MATTERS NOT ON THE AGENDA:** Note: Board policy is to refer matters raised in this forum to staff for investigation and/or action where appropriate. State Law, known as the "Brown Act", prohibits Board from discussing or acting upon any matter that is not on the agenda. Non-agenda issues raised by members of the public or by the Board may, at the discretion of the Board, be scheduled for consideration at future meetings.
- 7. NEW BUSINESS:**
 - a. Treasurer's Report – March 2018
 - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data – (Tessier, Rangel)
 - c. Receive and File Monthly Minutes from Senior Events Committee (Tessier)
- 8. UNFINISHED BUSINESS:**
 - a. Status Update on Restoration of Senior Center
- 9. ITEMS FROM BOARD MEMBERS:**
- 10. ITEMS FROM STAFF:**
- 11. ADJOURNMENT**

**** POSTED PURSUANT TO LAW ****



SPECIAL MEETING MINUTES

Senior Citizens Advisory Board March 20, 2018

1. **Call to Order/Roll Call:** Chair Goff called the meeting of the Senior Citizens Advisory Board to order at 8:36 a.m. Board Members Present: Chair Goff, Vice Chair Green, Carmichael, Chu, Hayes, Luzaich, Tracey, and Treasurer Hornung. Staff Present: Aker, Rangel and Tessier.
2. **PLEDGE OF ALLEGIANCE:** Chair Goff led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **APPROVAL OF MINUTES:** Board Member Hayes asked for corrections to section 9a of the February 20 meeting. **MSC Tracey/Carmichael** to approve the minutes of the February 20, 2018 meeting with corrections presented from Board Member Hayes. Approved unanimously.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **CONDUCT OF BUSINESS:**
 - a. Treasurer's Report – February 2018 Treasurer's Report filed for audit.
 - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data – Monthly Information and Referral Report and Nutrition Site Report were distributed and reviewed, received, and filed for February 2018. Board Member Chu asked about the sign-in numbers for the AARP meeting in February and Supervisor Tessier responded that she had incorrectly entered the numbers into the spreadsheet and would correct it.
 - c. Discussion Regarding Topics for Senior Moments – Dolly Simunovich from San Bruno Cable 1's, "Senior Moments" segment asked for the Board's input on topics that would be of interest to them. She asked for any suggestions the board might have for upcoming shows to be sent to either her or producer, Miriam Schalit.
8. **UNFINISHED BUSINESS:**
 - a. Receive Oral Report on Final Cost of Bocce Ball Court – Executive Assistant Aker reviewed the expenditures for the Bocce Ball court and that it came in over budget by \$801.33 due to the extra cost of replacement materials. Board

Member Chu informed staff that some settling had occurred on the new court and would like staff to look at it.

- b. Receive and Approve Volunteer Party Budget and Summary - Supervisor Tessier and Recreation Coordinator Rangel reviewed the Volunteer Party expenditures with the Board. **Board Member Chu and Treasurer Hornung** commented that the volunteer party was well received by those who attended.

- 9. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:** **Board Member Chu** commented that the new floor already has scratches and that the roll up doors had not been painted yet. He also wanted to let staff know that the AARP meeting was severely impacted by two construction workers working on the stage and that several members were upset by the noise. Lastly, he wanted staff to follow up on his request for a sneeze guard for the salad cart and Supervisor Tessier replied that it had been ordered. **Chair Goff** commented that the new custodian, Meijiao Zhang, was doing a great job at the Senior Center. **Board Member Carmichael** asked for extra attention to be paid to the tables used for the Pedro group because she has noticed they are not all clean.

- 10. **ITEMS FROM STAFF:** Recreation Coordinator Rangel told the Board that "No Smoking" signs had been ordered for the deck as well as the new bulletin boards.

- 11. **ADJOURNMENT:** Vice Chair Green adjourned the meeting at 9:30 a.m.

SENIOR ADVISORY BOARD TRUST FUND REPORT

March 31, 2018

Checking Account Balance 2/28/2018	\$ 12,406.18	
Interest	\$ 0.47	
Deposit	\$ 45.00	
Checks	\$ (2,807.67)	
Checking Account Balance 3/31/2018		\$ 9,643.98
Amount held at City of San Bruno prior 7/1/2013		\$ 103,932.20
Amount held at City of San Bruno July 1, 2013-June 30, 2017		\$ 56,499.44
Amount deposited to City since 7/1/2017	\$ 7,564.17	
Deposit made to City account March	\$ 213.50	
Deposit made to City account March	\$ 299.00	
Deposit made to City account March	\$ 198.50	
Deposit made to City account March	\$ 202.50	
Amount deposited to City this fiscal year		\$ 8,477.67
TOTAL NET WORTH MARCH 31, 2018		\$ 178,553.29

2017-18 Information and Referral Statistics

	July	August	September	October	November	December	January	February	March	April	May	June
Housing	2	1	0	1	0	0	0	1	7			
Shopping	1	1	1	1	0	0	1	0	1			
Transportation	4	2	3	2	3	2	11	2	3			
Assisted Living	2	0	1	0	0	0	1	0	1			
Legal	8	1	0	1	1	0	2	1	2			
Insurance	2	0	0	1	0	0	1	0	1			
Welfare Check	1	1	0	0	0	0	0	0	0			
Health	0	0	1	0	1	1	4	2	2			
Counseling	0	0	0	0	0	0	1	1	2			
Clean/Repair	2	0	2	1	2	3	3	3	1			
General	0	5	6	9	3	2	9	8	15			
Monthly Total	22	11	14	16	10	8	33	18	35	0	0	0

Class Attendance - February 2018

[illegible]

Class Attendance - March 2018

[illegible]

Nutrition Site Report - March 2018

Day	Date	Total Prepared Hot Meals & Salads	Total Served Hot Meals	Total Served Salads	Total Served Hot Meals & Salads	Non-Senior Donations
Thur	1	60	57		57	
Fri	2	85	83		83	
Mon	5	95	95		95	11.00
Tues	6	95	92		92	11.00
Wed	7	150	149		149	
Thur	8	65	65		65	11.00
Fri	9	95	92		92	
Mon	12	90	89		89	5.50
Tues	13	85	82		82	
Wed	14	100	97		97	16.50
Thur	15	75	72		72	5.50
Fri	16	190	188		188	
Mon	19	130	128		128	11.00
Tues	20	105	102		102	16.50
Wed	21	150	146		146	27.50
Thur	22	95	91		91	22.00
Fri	23	105	105		105	16.50
Mon	26	100	96		96	27.50
Tue	27	95	95		95	11.00
Wed	28	115	113		113	16.50
Thu	29	65	64		64	11.00
Fri	30	95	95		95	22.00
Total		2240	2196	0	2196	242

	January	February	March	April	May	June	July	August	September	October	November	December
2012	5737	5987	6548	6090	6722	5878	6198	6670	5827	6432	4826	4817
2013	5868	5632	6196	6363	6567	5487	6059	6186	5939	6554	4902	5728
2014	6020	5522	6204	6119	5993	5672	6517	5733	6047	6318	5240	5103
2015	5701	5767	6494	6936	5982	6357	6539	6015	5910	6324	5131	5426
2016	5285	5977	6278	6017	6169	6418	5788	6689	6583	6208	5771	5884
2017	5851	5462	6908	5688	6838	5280	4700	5831	5460	5996	5144	5061
2018	5241	4364	6055									

Historical Sign-In Data

